

Minutes of Meeting
Durbin Crossing
Community Development District

The regular meeting of the Board of Supervisors of the Durbin Crossing Community Development District was held Monday, May 23, 2022 at 6:00 p.m. at the Durbin South Amenity Center, 145 South Durbin Parkway, Jacksonville, Florida.

Present and constituting a quorum were:

Peter E. Pollicino	Chairman
Tim Brownlee	Vice Chairman
Sarah Gabel Hall	Supervisor
Jason Harrah	Supervisor
William Clarke	Supervisor

Also present were:

Daniel Laughlin	District Manager
Lindsay Whelan	District Counsel by telephone
George Katsaras	District Engineer by telephone
Dan Fagen	Vesta/Amenity Services Group
Margaret Alfano	Vesta/Amenity Services Group
Danelle DeMarco	Vesta/Amenity Services Group
Zach Davidson	Vesta/Amenity Services Group
David Landshoot	VerdeGo
Bruno Perez	VerdeGo

The following is a summary of the discussions and actions taken at the May 23, 2022 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Pledge of Allegiance

Mr. Laughlin called the meeting to order at 6:00 p.m. and led the pledge of allegiance.

SECOND ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the roll.

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THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of Minutes of the April 25, 2022 Meeting**
- B. Balance Sheet and Statement of Revenues and Expenses**
- C. Assessment Receipt Schedule**
- D. Check Register**

On MOTION by Mr. Brownlee seconded by Mr. Pollicino with all in favor the consent agenda items were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-05 Designating Officers

Mr. Laughlin stated Resolution 2022-05 designates officers. This is something we wanted to clean up on our end, Jim Perry is retired and still listed as an officer and Ernesto Torres, who has left the company, is listed as an officer. This resolution removes the two of them and adds Darrin Mossing, Jim Oliver and Marilee Giles. All the other officers remain the same.

On MOTION by Mr. Pollicino seconded by Mr. Brownlee with all in favor Resolution 2022-05 was approved reflecting the following officers: Peter Pollicino chairman, Tim Brownlee vice chair, Daniel Laughlin Secretary and treasurer, William Clarke, Sarah Gabel Hall, Jason Harrah, Marilee Giles, Darrin Mossing and Jim Oliver assistant secretaries and Marilee Giles, Darrin Mossing and Jim Oliver assistant treasurer.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-06 Approving the Proposed Budget for Fiscal Year 2023 and Setting a Public Hearing Date

Mr. Laughlin stated I met with staff and after discussion of the special events we lowered that to \$20,000 from \$55,000. Currently, we had added mulch and pulled it from the landscape contract and we will lower that to \$60,000. We are approving the high-water mark and when we adopt the budget in August, we can bring that down, but we can't increase it at that time. We have

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the RFP out now and we will have the numbers before adoption. Initially it was a 9.72% increase, with the changes it brings it down to a 7.6% increase.

The board discussed the following budget items: increase to the GMS contract, insurance, special events \$20,000, holiday décor, security, amenity center management, staffing to be broken out with shift hours, job descriptions, lifeguards, refuse service is fuel related increase, pool chemicals, break out pressure washing from in-house to contractor, water and reuse that may come down with the county putting in a well, landscape contingency, mulch is a separate item outside the landscape contract, miscellaneous to be moved to repair and replacement, capital reserves \$80,000, and lake maintenance (Solitude) for a total increase of \$11,485, which is a 7.6% increase. 80-foot lots will increase \$101 per year, 70-foot lot \$89 per year, 63-foot lots \$78 per year, 53-foot lot \$65 per year. 43-foot lot \$56 per year and townhomes \$31 per year.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor Resolution 2022-06 approving the proposed fiscal year 2023 budget setting the public hearing for August 22, 2022 was approved incorporating the changes to the proposed budget as discussed.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Landscape Maintenance Team - Report

Mr. Landshoot gave an overview of the landscape maintenance report, copy of which was included in the agenda package.

Mr. Harrah stated I'm very disappointed in the lack of progress in getting rid of the weeds that are in some places 2-feet tall.

B. District Counsel

There being none, the next item followed.

C. District Engineer – Update on Stormwater Needs Analysis Report

Mr. Katsaras stated we are working on the stormwater needs analysis and I'm hoping to have that for the board meeting next month.

D. District Manager – Report on the Number of Registered Voters 4,595

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A copy of the letter from the supervisor of elections indicating there are 4,599 registered voters residing within the district was included in the agenda package.

Mr. Laughlin stated Mr. Pollicino, Mr. Brownlee and Mr. Harrah's seats are up for election. The qualifying period is from noon June 13 to noon June 17. We can have an eblast sent to the community.

Ms. Alfano stated we did put an article in the May newsletter, and we will do that in June.

Mr. Laughlin stated I have spoken to the county and sent them a copy of the DRI where it states that within Durbin Crossing there shall be no onsite potable water wells, irrigation wells will only be allowed as backup source. The county would have to honor this too. I was told today that this has been sent to the county's counsel. They are the ultimate policing force of this. I will update everyone once I hear back from the county.

Mr. Clarke stated I would like to know the history and how much we have been paying because they control who gets to use the fields and they make money off of it.

Mr. Laughlin stated typically in cost shares with the county, these things will be contingent. When the developer built the roads and things such as in in Durbin the county will say you can do this but by doing that you have to irrigate this field or you have to pay out of your pocket for this road. Sometimes the county will work in things like that when development was done and I'm not sure if that were the case here. I will send you the agreement and see if I can pull the numbers.

Mr. Clarke stated I would like to see the athletic field schedule because they are a little forceful with the majority of residents who live in this neighborhood. I should be able to use that field if I'm paying for it without having to reimburse you or have my sports team pay for it.

Mr. Harrah stated put it on your task list to write a letter to the county on the quality of the roads, specifically Longleaf. What is their paving schedule for this area?

Mr. Laughlin stated I will do that.

E. General Manager

1. Report

Ms. Alfano reviewed the General Manager's report, a copy of which was included in the agenda package.

2. Discussion of Amenity Policies

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Ms. Alfano stated there are three changes other than grammatical and making sure that amenity cards are called amenity cards throughout the document. On page 6, where it prohibits smoking, we added vaping and e-cigarettes there. Where it says no grills on property, did not say that prior. On page 18 in the room rentals, we added a section regarding third party vendors. If you rent the patio or a pavilion and you want to bring a magician or a balloon company or something along those lines, we did add instructions that the resident has to have their vendor add us as an additional insured on the COI just as we would do if we had a third party vendor. Also, game trucks, bounce houses, inflatables or smoking machines are prohibited on all district property.

On MOTION by Mr. Brownlee seconded by Ms. Hall with all in favor the amenity policies were approved with one change on page 10, that food and drink are not allowed within four feet of the pool.

Ms. Alfano stated Supervisor Hall was very helpful given that her position is similar to ours in the amenity side of things and her community has a visual of bathing suits of what is and is not allowed. We have encountered some trouble with the younger demographic, and you will see it in the June newsletter and I think it will help because it takes away the discussion of “this is or isn’t a thong” and that sort of thing.

F. Operations Manager

Mr. Davidson gave an overview of the field operation manager’s report, copy of which was included in the agenda package.

G. Amenity Manager – Report

Ms. DeMarco gave an overview of the amenity manager’s report, copy of which was included in the agenda package.

EIGHTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Mr. Harrah stated there have been comments about the sidewalks being slippery and Zach may need to have some pressure washing done.

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Mr. Brownlee stated the tribute at the North Amenity Center that was put in, without any approvals on our property, I wouldn't want to put a damper on that, but I think if there were any legal issues or insurance issues, we would have been caught short handed. I know staff members were there to try to control that. How many people showed up for that tribute?

Ms. Hall stated there was probably 200 people. It went off without a hitch.

Mr. Laughlin stated I think that was something that just happened.

Mr. Brownlee stated next year if this comes around, we have to be prepared.

NINTH ORDER OF BUSINESS

**Next Scheduled Meeting – June 27, 2022 @
6:00 p.m. at the Durbin South Amenity Center**

Mr. Laughlin stated the next meeting is scheduled for June 27, 2022 at 6:00 p.m. at the same location.

On MOTION by Mr. Brownlee seconded by Mr. Harrah with all in favor the meeting adjourned at 8:30 p.m.

DocuSigned by:
Daniel Laughlin
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Secretary/Assistant Secretary

DocuSigned by:
Peter Pollicino
DE5FE8AA9DF041B...
Chairman/Vice Chairman